



## **Recreation Aide** Part-time, Temporary

### **The Position**

RECREATION: Conducts or assists in the organization of community recreation programs, sports and aquatic related park activities and special events. Assists in the planning, implementing, and promoting of recreation programs for youth and adults. Supervises the distribution, use, and care of recreation supplies, equipment, and facilities. Officiates or umpires sporting events. Knowledgeable in sports, rules or coaching experience. Promotes the safety of patrons who utilize the parks, facilities and its programs. Maintains order at recreation facilities during organized activities. Provides customer service and enforces park and recreation rules and regulations. Duties may include but are not limited to; umpiring youth leagues, scorekeeping, timers, special events, camps, office assistants and aquatic events. Perform other duties as deemed necessary.

**MUST BE WILLING TO WORK WEEKENDS, EVENING HOURS, AND HOLIDAYS AND FULFILL THEIR JOB DUTIES THROUGHOUT THE ENTIRE SEASON.**

### **Standards**

RECREATION: Must be 15 years of age or older, and be able to obtain certification in community CPR and standard first aid within 90 days of employment; familiar with organized community recreation programs, sports, park activities, and special events; able to work within both environmental and office conditions associated with the work. Ability to lift, carry, push and/or pull moderate to heavy amounts of weight.

### **Salary**

\$10.00 – \$12.16 per hour, no benefits

### **IMMIGRATION REFORM AND CONTROL ACT**

To comply with the Immigration Reform and Control Act, effective November 1986, all potential employees will be required to provide proof of U.S. citizenship or authorization to work in the United States.

### **Selection Procedure**

Required City application packet including supplement may be obtained by accessing the City website at [www.brentwoodca.gov](http://www.brentwoodca.gov), from City Hall, 150 City Park Way, Brentwood, CA 94513 from 8:00 a.m. to 5:00 p.m., or by calling (925) 516-5191. **Application packets for the position of Recreation Aide will be accepted until Tuesday, March 15, 2016 at 4:00 p.m. Application packets must be submitted to the Human Resources Division. The**

**application packet will be considered incomplete and returned to the applicant if it does not include the completed employment application and supplement.**

Application packets will be screened and those applicants possessing the MOST DESIRABLE qualifications will be notified to participate in the examination process. The examination process may include a written test, hands-on computer test, oral interview, pre-employment physical examination, and/or background investigation.

The information contained herein does not constitute either an expressed or implied contract and these provisions are subject to change.

**THE CITY OF BRENTWOOD IS AN EQUAL OPPORTUNITY EMPLOYER**